

## KS4 and KS5 Careers Programme

There are a number of activities that are embedded within the careers programme and continued to be delivered year on year, whilst there are also opportunities that are additional and are considered on an annual basis. The Careers Programme has been designed with both the Gatsby Benchmarks and the CDI Framework in mind. Students will have a number of careers related opportunities throughout the academic year to complement their studies and continue to develop their employability skills in preparation for the world of work.

Overarching Careers activities;

- Subject Specific Celebration Weeks e.g. National Apprenticeship Week
- Specialist enrichments led by industry professionals
- Employability Skills Days
- Guest Speakers Programme
- External Trips and Visits
- Subject Specific Lessons and Trips

Activity	Term	Embedded Activities	Gatsby Benchmark	When	Who	Employer Encounter
Collapsed timetable day 1 – Post 16/18 options	Term 2	<b>Collapsed timetable day</b> – range of employers and education providers on post 16/18 options	1,2,3,4,5,6,7,8	A day event for all UTC Swindon students	Led and organised by the Careers Team	Yes
Collapsed timetable day 2 – Business insights day	Term 2	<b>Collapsed timetable day</b> - IET Business insights Workshop Carousel – engaging all	1,2,3,4,5,6,7,8	A day event for all UTC Swindon students	Led and organised by the Careers Team	Yes

		engineering companies in one day - Mini workshops showcasing the workplace.				
Collapsed timetable day 3 – Apprenticeships	Term 3	<b>Collapsed timetable day</b> - Apprenticeships, Apprentices and Alumni Rotation of Experience and Awareness – Inspiring Future Apprentices with your apprenticeship opportunities National Apprenticeship Week 2024	1,2,3,4,5,6,7,8	A day event for all UTC Swindon students	Led and organised by the Careers Team	Yes
Careers in the curriculum	Term 3	<b>Careers in the curriculum</b> – lessons in subject areas on careers	1,2,4	All students will be part of a lesson for every subject during the course of the week	Led and by the Careers Team , delivered by classroom teachers	No
Collapsed timetable day 4 – Employability ready	Term 4	<b>Collapsed timetable day</b> - A mock assessment day including	1,2,3,4,5,6,7,8	A day event for all UTC Swindon students	Led and organised by the Careers Team	Yes

		Applications, Mock Interviews, Team Assessment centre activities, reflection and analysis Application and CV workshops, employability skills workshops,				
Collapsed timetable day 5 – Careers insights	Term 5	<b>Collapsed timetable day</b> - A rotation of workshops - Employer led interactive Insight sessions. All Business Sectors	1,2,3,4,5,6,7,8	A day event for all UTC Swindon students	Led and organised by the Careers Team	Yes
Mentoring	Terms 2- 6	<b>Mentoring</b> – mentoring through the fantastic futures and Villars park program	1,3,5,7,8	Once a term - Students in years 10 and 11 are able to apply to take part in the mentoring program on careers and their future	Led and organised by the Careers Team and the Fantastic Futures team	No
Visits/ trips	Terms 1 – 6	<b>External visits to employers and education providers</b> -	1,2,6,7	A range of visits for students to employers and	Led and organised by the Careers Team and study higher	Yes

		Learning about careers and the world of work		educational providers		
Tutor program	Terms 1- 6	<b>Tutor program –</b> A program of resources to be carried out once a week in tutor time.	1,2,3,4	A weekly program for students to engage on careers education	Led and organised by the Careers Team and delivered by teaching staff	No
Work experience	Term 6	<b>Work Experience</b> Opportunities for students to gain experience of the world of work	1,2,3,4,5,6	1-2 week work experience for all year 10 and 12 students	Led by the careers team	Yes
Careers advice	Terms 1- 6	<b>Careers advice -</b> An independent careers advisor appointment for all year 11 and 13 students from The careers People	1,8	121 careers appointment from external provider for year 11 and 13	The careers people	No
Assemblies	Terms 1- 6	<b>Careers advice –</b> Assemblies from employers around careers in the industry	1,2,5	Throughout the year a range of employers presenting to all UTC students as part of their	Led and organised by the Careers Team	Yes

				careers tutor program		
Subject workshops	Terms 1 – 6	<b>Workshops –</b> Employers in the curriculum, employers supporting the curriculum through workshops and projects	1,2,4,5	Workshops for all students in a range of subject areas	Led and organised by the Careers Team and the Heads of departments	Yes